



# Arizona Wildlife Views

Arizona Game and Fish Department



The official magazine published by  
the Arizona Game and Fish Department

## Guidelines for Photographers

**Photographers' guidelines:** We prefer and primarily use the highest resolution digital images. We occasionally use professional-quality 35 mm and larger color transparencies. Make it your goal to submit images that are as good as or better than those you see in our magazine. Edit carefully: more is not better. All submissions must be identified as described below. Unsolicited material without proper identification will be returned immediately. The Arizona Game and Fish Department does not accept responsibility for any submissions. It is the artist's responsibility to insure his or her work. Model releases generally are not necessary unless subject matter is of a delicate or sensitive nature.

For digital images:

- The minimum resolution requirement is 300 pixels per inch. We prefer a photo to be at least 9" x 12" at this resolution. For best quality, shoot using low ISOs.
- Use file metadata to include photo credit (exactly as you wish it to appear), caption and copyright information, including positive identification of all animals and plants.
- Submit files with little or no sharpening or color correction. (This work must be done on our side, to optimize photos for process-color magazine printing. We calibrate our monitors to color keys provided by our printer, so we prefer receiving relatively untouched images.)
- Submit high-resolution JPEG files compatible with Macintosh OS X.
- We do not return CDs or DVDs.

For transparencies:

- Clearly label every transparency with the photographer's name (exactly as you wish it to appear in the photo credit) and a unique identifier keyed to an inventory list.
- With each shipment, submit an inventory list with complete caption information, including positive identification of all animals and plants.
- You may submit duplicate transparencies for consideration, provided that originals can be furnished on request.
- We return all slides by the U.S. Postal Service with Signature Confirmation.

**Payment:** Upon publication, we send a letter invoice for material published. When signed and returned, this letter serves as an invoice. Payment is made following publication and receipt of signed letter invoice. Use fees: front cover = \$400; back cover = \$350; inside 1 page or larger = \$250; inside ¾ page or larger = \$200; inside 1/2 page or larger = \$150; inside ¼ page or larger \$100; inside under ¼ page = \$50. Special circumstances or images are negotiable. Small illustrative photos documenting "how-to" processes typically run at under 2.5" on all edges and are purchased as a package at a negotiated price.

**Use rights:** Purchase rights to your photos are for one-time use only. Arizona Wildlife Views articles are featured on the magazine's website. We may publish a small JPEG version of the opening spread of an article, or an image of the cover, to the Web. We will not seek separate permission nor pay additional compensation for this electronic use. Purchased rights include:

- Republishing an image used inside the magazine to the Table of Contents without additional payment.

- Reproducing covers and spreads on the Arizona Wildlife Views magazine's website, [www.azgfd.gov/magazine](http://www.azgfd.gov/magazine), to promote the magazine.
- Reprinting photographs as part of an article reprint used for educational purposes only.

**Photo Handling and Archiving:** Once we have considered slides or they have been published, we return them by the U.S. Postal Service with Signature Confirmation. For digital photos, often we archive them so we can consider them for future use. This helps us to learn your specialties and saves you the trouble of re-submitting the same images later. We will never share your images with anyone, or use them on any project without obtaining your permission first. If you do not want your images archived, let us know and we will destroy your CD or DVD once we have considered the images for Arizona Wildlife Views. We do not return CDs or DVDs.

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**Tips:** In general, e-mail queries are preferred. Deadline for queries is the 1st of the month, six months prior to publication. We maintain a resource file of freelancers for potential assignment. Send brief resume, synopsis of types of materials available, and/or nonreturnable samples.

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**Contact:** Heidi Rayment, Arizona Wildlife Views, (623) 236-7216, e-mail: [hrayment@azgfd.gov](mailto:hrayment@azgfd.gov)

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This is not a binding contract, merely an acknowledgement of the Arizona Game and Fish Department's Publication Section terms and conditions for accepting and using solicited and unsolicited material. By signing below, I recognize and understand these guidelines.

**Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

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**Please provide us with your contact information:**

Name: _____	Phone number: _____
Company Name: _____	FAX number: _____
Address: _____	e-mail address: _____
City, State, Zip: _____	Website: _____